



JAMES A. NOYES, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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ALHAMBRA, CALIFORNIA 91803-1331
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ADDRESS ALL CORRESPONDENCE TO:
P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

July 8, 2004

IN REPLY PLEASE

REFER TO FILE: **AS-0**
74114
Amendment 2

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**LANDSCAPE MAINTENANCE
CALABASAS CREEK, ALISO CREEK, AND EAST CANYON CREEK
SUPERVISORIAL DISTRICT 3
3 VOTES**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Find that this additional contract work is exempt from the provisions of the California Environmental Quality Act (CEQA).
2. Approve an amendment to Contract No. 74114 effective upon Board approval with DMS Landscape Services, located in Santa Ana, California, to include landscape maintenance services for Earth Day sites on Laurel Canyon Greenway and the Los Angeles River "Ernie's Walk."
3. Authorize Public Works to encumber an additional annual amount of \$24,400, plus 15 percent for additional, unforeseen landscape maintenance services that may be required within the scope of work, increasing the annual not-to-exceed amount from \$28,291 to \$52,691.
4. Delegate authority to the Director of Public Works to execute the amendment upon approval as to form by County Counsel.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

On August 6, 2002, Synopsis 56, your Board awarded Contract No. 74114 to DMS Landscape Services to provide landscaping services at specific locations along Calabasas, Aliso, and the East Canyon Creeks. On November 12, 2003, Synopsis 36,

your Board also approved an amendment to include landscape maintenance services for the Earth Day sites in the Los Angeles River and the Malibu Creek watersheds, increasing the amount from \$21,955 to \$28,291. This contract is part of Public Works' commitment to beautify and maintain Flood Control District rights of way. The Earth Day event helps create awareness of the river and its environmental resources. To ensure the sustainability of the newly established Earth Day sites, it is desirable to expand the landscape maintenance services provided under this existing contract. The amendment will include landscape maintenance services of the new Earth Day sites on Laurel Canyon Greenway and the Los Angeles River "Ernie's Walk." Public Works has reviewed the contractor's proposed price of \$24,400 for the additional work and has determined that it is substantially in agreement with the prices charged currently based on the square footage of the area serviced. The two new Earth Day sites are close to two times the square footage of all the existing sites combined.

Implementation of Strategic Plan Goals

This action is consistent with the County Strategic Plan Goal of Organizational Effectiveness. This amendment will improve internal operations through the utilization of this contractor's expertise to effectively provide landscape maintenance services in a timely and responsive manner, as well as improve the quality of life in the County.

FISCAL IMPACT/FINANCING

The existing contract for these landscaping services is for an annual amount not to exceed \$28,291, plus 15 percent for additional, unforeseen landscape maintenance services. This amendment would add \$24,400 increasing the contract's annual amount to \$52,691, plus 15 percent for additional, unforeseen landscape maintenance services that may be required within the scope of work. Funds are available in the Flood Control District's 2004-05 budget. There will be no impact on net County cost.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Prior to execution by the Director, the enclosed sample amendment will be properly signed by the contractor and County Counsel will review it as to form. This Contract as previously amended includes all provisions required by the County.

Public Works has evaluated and determined that the Living Wage Program (Los Angeles County Code Chapter 2.201) does not apply to this contract which is for services required on a part-time and intermittent basis.

The Honorable Board of Supervisors
July 8, 2004
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ENVIRONMENTAL DOCUMENTATION

With respect to the requirements of the CEQA, the type of services to be provided are categorically exempt as specified in Class 4 of the Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987, Synopsis 57.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

This amendment will not result in the displacement of any County employees.

CONCLUSION

One approved copy of this letter is requested.

Respectfully submitted,

JAMES A. NOYES
Director of Public Works

LG

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Enc.

cc: Chief Administrative Office
County Counsel

**SAMPLE AMENDMENT NO. 2 TO CONTRACT 74114
LANDSCAPE MAINTENANCE – CALABASAS CREEK,
ALISO CREEK, AND EAST CANYON CREEK**

This AMENDMENT, made and entered into this _____ day of _____ 2004, by and between the COUNTY OF LOS ANGELES, a subdivision of the State of California, a body corporate and politic, hereinafter referred to as "COUNTY," and DMS LANDSCAPE SERVICES, a corporation, hereinafter referred to as "CONTRACTOR".

W I T N E S S E T H

WHEREAS: Contract No. 74114 was entered into between the County and Contractor on August 6, 2002, for landscape maintenance services at specific locations along Calabasas, Aliso, and the East Canyon Creeks for the annual price of \$21,955 or such greater sum as the Board may approve; and

WHEREAS: The Board approved an amendment on November 12, 2003, to Contract No. 74114 to include landscape maintenance services for the Earth Day sites in the Los Angeles River and Malibu Creek watersheds, at an additional annual amount of \$6,336, plus a 15 percent contingency in the event of additional work, increasing the annual amount to \$28,291; and

WHEREAS: The County now requires landscape maintenance services at additional Earth Day sites on Laurel Canyon Greenway and the Los Angeles River "Ernie's Walk"; and

WHEREAS: The Contractor is willing to perform such additional services.

NOW, THEREFORE, the parties agree to amend the Contract as follows:

FIRST: The parties agree to amend the Contract effective upon Board approval to include landscape maintenance services on Laurel Canyon Greenway from Laurel Canyon Boulevard to Radford Avenue, and the Los Angeles River "Ernie's Walk" from Kester Avenue to Cedros Avenue, in accordance with Exhibit A (Laurel Canyon Greenway) and Exhibit B (Ernie's Walk), for an additional annual amount of \$24,400 for a net annual compensation of \$52,691, plus 15 percent for additional, unforeseen landscape maintenance services or such greater sum as the Board may approve which shall be known as the Maximum Contract Sum.

SECOND: The Contractor agrees that work shall commence as directed by the Contract Manager and compensation shall be in accordance with the work start date.

THIRD: The Contractor agrees in strict accordance with the Contract's specifications and conditions to meet the County's requirements.

IN WITNESS WHEREOF, the County has, by order of its Board of Supervisors, caused these presents to be subscribed by the Director of Public Works, and the Contractor has hereunto subscribed its name by and through its duly authorized officers, as of the day, month, and year hereinabove first written.

COUNTY OF LOS ANGELES

By _____
Director of Public Works

APPROVED AS TO FORM:

OFFICE OF THE COUNTY COUNSEL

By _____
Deputy

DMS LANDSCAPE SERVICES

By _____
Its President

By _____
Its Secretary

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EXHIBIT A



DMS
LANDSCAPE
SERVICES

April 23, 2004

Phillips B. Meritt
Los Angeles County Dept. of Public Works
Floor Maintenance Div. West Area
10179 Glenoaks Blvd.
Sun Valley, California 91352

2320 South Fullman Street
Santa Ana,
California 92705-5507
(949) 975-1366
(800) 662-2599
FAX (949) 260-1737

Regarding: Laurel Canyon Greenway
(From Laurel Canyon Blvd. To Redford Avenue)

Dear Phillips:

DMS Landscape Services [DMS] is pleased to submit our bid for monthly landscape maintenance at the above-referenced project. Please note this bid proposal is based on the specifications provided by the County. All labor, materials, equipment and supervision are included in the bid price.

DMS proposes to utilize a qualified landscape management crew to perform required landscape maintenance tasks. An irrigation tech and area supervisor shall support the landscape management crew. The irrigation tech shall service and monitor the entire irrigation system on a regular basis. He shall be responsible for any repairs and adjustments necessary. An area supervisor shall be available for crew direction, quality control and interaction with management. As with all of our accounts, I shall also oversee the management of the landscape.

Proposed Monthly Service Fee: \$1,200.00

Thank you for the opportunity to bid this project. Should you have any questions or if we can be of further assistance, please do not hesitate to contact our office.

Sincerely,

Michael Kartchner/nr
Michael Kartchner
Division Manager
DMS LANDSCAPE SERVICES

MK/nr

EXHIBIT B



DMS
LANDSCAPE
SERVICES

April 7, 2004

Mr. Phillips B. Merritt
Los Angeles County Dept. of Public Works
Flood Maintenance Div. West Area
10179 Glenoaks Blvd.
Sun Valley, CA. 91352

2320 South Pullman Street
Santa Ana,
California 92705-5507
(949) 975-1366
(800) 862-2599
FAX (949) 260-1737

Regarding: L.A. River "Ernie's Walk" (from Kester to Cedros)

Dear: Mr. Phillips

DMS Landscape Services [DMS] is pleased to submit our bid for monthly landscape maintenance at the above-referenced project. All labor, materials, equipment and supervision are included in the bid price.

DMS proposes to utilize a qualified landscape management crew to perform required landscape maintenance tasks. A supervisor shall support the landscape management crew and shall be available for crew direction, quality control and interaction with management.

Proposed Monthly Service Fee: \$750.00

Thank you for the opportunity to bid this project. Should you have any questions or if we can be of further assistance, please do not hesitate to contact our office.

Sincerely,

Michael Kartchner
Division Manager
DMS LANDSCAPE SERVICES

AGREED AND ACCEPTED TO THIS _____ DAY OF _____, 2004
BY: _____
TITLE: _____
DATE: _____
P.O. #: _____